



INDIANA

DEPARTMENT OF

CHILD

SERVICES

Bidders' Conference
Child Advocacy Center Services
May 23, 2016

Thank you for joining us! We will be starting momentarily.
All participants have been muted upon entry to the Webinar.

Purpose of Webinar

- Describe the services in the RFP
- Review milestones
- Review changes
- All questions must be submitted electronically to : ChildWelfarePlan@dcs.IN.gov using Attachment O, Required Question Form



Available RFP

- Child Advocacy Center
- <http://www.in.gov/dcs/3338.htm>

Contract period:

October 1, 2016 to September 30, 2018



Child Advocacy Centers

– Purpose

- To provide forensic interviews in a manner that is consistent with the Principles of Child Welfare (Attachment F) and includes a Multidisciplinary Team approach.
- To meet the specifications of quality and type of service, qualifications of interviewing staff, documentation requirements, as well as program reports and evaluation of services.



Timeline

- Timeline for the Child Advocacy Center RFP
 - Opened May 19, 2016
 - Question Deadline: May 27 at 10 a.m. EST
 - DCS posts answers to questions: estimated June 2
 - Submission Deadline: June 27 at 4 p.m. EST
 - Contract Activation: October 1, 2016



Q&A

- Questions
 - Use Required Question Form posted with the RFP documents
 - Must be submitted electronically to ChildWelfarePlan@dcs.IN.gov
- Answers posted to DCS website on or around June 2
- Please note: Inquiries are not to be directed to any staff member of DCS. Such action may disqualify Respondent from further consideration for a contract resulting from this RFP.



Updates

- New this year:
 - No Provider Narrative needed
 - Updated Service Narrative
 - Updated Scoring Tool (Attachment K)
 - Updated Kidtraks Proposal User Guide
 - Updated Child Welfare Principles
 - Updated Sample Contract
 - Electronic Submissions only



Electronic Submission

No hard/paper copies, everything is electronic in Kidtraks.

Please consult the Kidtraks Proposal User Guide and the applicable RFP document and attachments. There are specific instructions related to each RFP.

One Proposal submission should be completed per agency but each county that is being proposed for should have its own service narrative and budget.

Remember to:

- Complete the online proposal application
- Upload Service Narrative(s)
- Upload Budget(s)
- Upload Signed application
- Change proposal status to submitted.



Child Welfare Principles

- Services must be provided in accordance with the Principles of Child Welfare Services.

All services are provided through the lens of child safety. As part of service provision, it is the responsibility of the service provider to understand the child safety concerns and protective factors that exist within the family. Continual assessment of child safety and communication with the Local DCS Office is required. It is the responsibility of the service provider to report any safety concerns, per state statute, IC 31-33- 5-1.



Assurances

- In order to improve outcomes for LGBTQ youth, service providers will provide a culturally competent, safe, and supportive environment for all youth regardless of sexual orientation. All staff must be sensitive to the sexual and/or gender orientation of the family members, including lesbian, gay, bisexual, transgender or questioning (LGBTQ) children/youth. Services to youth who identify as LGBTQ must also be provided in accordance with the principles in the Indiana LGBTQ Practice Guidebook. Staff will use neutral language, facilitate a trust based environment for disclosure, and will maintain appropriate confidentiality for LGBTQ youth.
 - The LGBTQ Practice Guidebook and LGBTQ Computer Assisted Training (CAT) are both available online.



Assurances

- All DCS child welfare service agencies are required to have all of their new staff understand the information in the LGBTQ Practice Guidebook within 30 days of start date.
- **New** The Guidebook is located at: <http://www.in.gov/dcs/files/GuidebookforBestPracticeswithLGBTQYouth.pdf>
- All DCS child welfare service agencies are required to have all of their new staff complete the LGBTQ Computer Assisted Training (CAT) within 30 days of start date. All current staff will need to complete the training within 30 days of the contract start date, October 1 if they have not already done so. The training is located at: <http://childwelfare.iu.edu/cat/DCS09030/>



Background Checks

- Contract Requirements
 - For employees and subcontractors
 - DCS website: <http://www.in.gov/dcs/2363.htm>
 - Required Agency Spreadsheet to be submitted by email to the DCS Background Check Unit
 - Questions: Background.CheckUnit@dcs.IN.gov



CAC County Allocations

- One year county allocations have been posted.
- A proposed budget for each proposed county is requested.
- DCS will determine the county level allocations during the contracting process as more than one CAC may be selected to serve a county.
- Each CAC awarded a contract will have all county allocations included in their contract. There will not be individual contracts by county.



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Questions?

- Please submit your questions using the electronic submission form!
- Reminder:
 - **Inquiries are not to be directed to any staff member of DCS. Such action may disqualify Respondent from further consideration for a contract resulting from this RFP.**
 - Use Required Question Form posted with the RFP documents
 - Must be submitted electronically to ChildWelfarePlan@dcs.IN.gov

